

CANCEL

#21-2003
CS-376

VACANCY NOTICE

For opportunities in RHODE ISLAND STATE GOVERNMENT

REV (9/93)

Description of Position	<p>Title of Position: <u>Acting Casework Supervisor II</u> Classification Code: <u>02822500</u> Salary Range: <u>(AA28) \$49223-55096</u> Reference Position No: <u>3320-10100-017</u> <u>Children, Youth & Families Family Services Region I</u> Application Period: <u>2/24/2003 to 2/28/2003</u> Department or Agency Name Division—Section—Unit Assignment(s)/Comments: Location: <u>101 Friendship St.</u> Shift and Days: <u>Monday-Friday: 8:30am-4:00pm</u> <u>Providence, RI</u> Restrictions/Limitations: <u>Limited (Educational Leave) 5/15/2004</u> Position Covered By Collective Bargaining Union Agreement Yes <u>X</u> No Name of Bargaining Union: <u>Local 580</u> There is is not <u>X</u> a Civil Service List for this position See A/B or Both for Specific Instructions</p>
General Information To Candidate	<p>Instructions: A. STATE EMPLOYEES LATERAL BIDDER: Bids are now being accepted for the position(s) indicated. If you are currently in this classification and wish to bid, please submit a letter “bid” noting your intention to bid, the position title and posting number (found on upper left hand corner of posting). <u>Most important</u> – please include the following information: • <i>The title of the position for which you are applying</i> <i>Name of your department where you are currently employed</i> • <i>Title of your present position and date you entered it</i> <i>Your business telephone number</i> • <i>Date you entered State service</i> <i>Present Union Affiliation ***</i> In certain agencies, bargaining union applicants will receive preferential consideration according to contract. B. NON INCUMBENT/NON STATE EMPLOYEE APPLICANT: If indicated above that no civil service list exists for this position, you need not be in the class of position, or be in State service to apply. All information requested on the application form must be furnished. The information you give will be used by the agency Personnel Office to determine your qualifications. If an item does not apply to you, or if there is no information to be given, write in the letters “N.A.” for Not Applicable. If you fail to answer all of the questions on the application form, you may delay consideration of your application. C. AMERICANS WITH DISABILITIES ACT (ADA) PROVISIONS: • Reasonable Accommodation: If an applicant is unable to perform any essential job functions because of his/her disability but can achieve the required results by means of a REASONABLE ACCOMMODATION, then the individual shall not be considered unqualified for the position. • MEDICAL INFORMATION; Any medical exams required for this position will be performed after a conditional offer of employment has been made in accordance with the Rules/Regulation of the Americans with Disabilities Act (ADA).</p>
Statement of Duties	<p>DUTIES / RESPONSIBILITIES: To perform supervisory duties and responsibilities of a specialized nature; and/or to be assigned to a special area of services in child and family services and family preservation, family support and/or family reintegration; such assignments can be considered unique for various reasons such as geographical, irregular hours of work, and nature of work; and to do related work as required. Posted For Laterals and Recruitment If You Are In The Pool, You Need Not Reapply.</p>
Minimum Education and Experience	<p>EDUCATION / EXPERIENCE/ SPECIAL REQUIREMENTS: Possession of a master’s degree from an accredited institution of higher education in sociology, psychology, social work, child development, or related field; or, possession of a bachelor’s degree from an institution of higher education in sociology, psychology, social work, child development, or related field and two years experience in the field of family and children services; or two years experience as a Casework Supervisor in the field of family and children services <u>Note: If eligible and funds are available, you must be prepared to report by 4/20/2003</u></p>

Where
To
Apply

*Apply within the application period as shown on this announcement, **NOTE:** Some state union contracts allow a 3 day grace period for receipt of CS-14 application or bid. This Office does not assume responsibility for applications sent through the mail. SEND RESUME or CS-14 Application to:*

Dept. of Children, Youth & Families

Phone: (401)528-3681

Office of Human Resources

Fax: (401)528-3680

101 Friendship St., 2nd Floor

TDD: (401)222-5803

Providence, RI 02903

Attn: Ellen L. Moan



STATE OF RHODE ISLAND IS AN EQUAL OPPORTUNITY EMPLOYER